

Quotation Request //

US Government Publishing Office

Seattle Regional Office
4735 E Marginal Way South
Seattle WA 98134-2397

JACKET:677-098

Quotations are Due By:
(Eastern Time)2:00 PM on 11/30/2021

Submit Quotes Online, unless otherwise instructed, via: <http://contractorconnection.gpo.gov/openjobs.aspx>
Contractor must provide mandatory W-9 form before GPO makes payment.

TITLE: Brown District Envelope

QUANTITY: 100 brown kraft envelopes

Vendor must submit quotes via Quick Quote (<https://contractorconnection.gpo.gov>). Fax, email, and phone quotes are not acceptable. Late quotes will not be accepted. All problems submitting quotes via Quick Quote must be reported prior to bid opening time to GPO's Procurement Support Branch at 202-512-0526. Also note the "quotes due by" time will be Eastern Time. 2PM Eastern time equals 11AM Pacific time.

TRIM SIZE: 10" x 13"

PAGES: Face Only

SCHEDULE:

Furnished Material will be available for pickup by 12/01/2021

Deliver complete (to arrive at destination) by 01/03/2022

F.O.B. destination

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to lmcnee@blm.gov and to infoseattle@gpo.gov. Call Lisa McNee (541)947-6811 to confirm receipt of documentation. The subject line of this message shall be "Distribution Notice for Jacket 677-098". The notice must provide all applicable tracking numbers, shipping method, and Title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

QUALITY LEVEL: 4 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 9-19)) applies.

DESCRIPTION:

Copy consists of return address in black ink.

MATERIAL FURNISHED: Contractor to receive. Word file + Manuscript copy available via email.

Contractor to contact Seattle GPO to arrange transmission of files.

NOTE: Manuscript copy (PDF) is a photo of the envelope.

Word file contains address. Contractor must reset address matching manuscript copy for font size, style, and position of address.

SPECIAL SOFTWARE CONSIDERATION: Word file is furnished for this procurement. Additional system work may be required to produce acceptable output as per specifications.

The contractor will not receive additional compensation, or time for common errors associated with the output of Office Graphics files. Common errors include, but are not limited to: 1) Color Issues and Shifts

(RGB color data, no spot colors, loss of Black plate), 2) Page Integrity (text reflow), 3) Missing prepress features (e.g., bleeds, trim marks), or 4) Loss of text characters from graphic elements.

ELECTRONIC PREPRESS -- Prior to image processing, the contractor shall perform a basic preflight check of the furnished media and publishing files to assure correct output of the required reproduction image. If any errors, media damage, or data corruption that might interfere with proper file image processing are discovered during inspection by the contractor, work must be discontinued and further instructions should immediately be requested from the contract administrator, see below.

This preflight must identify any problem areas with digital file submission and must include but not be limited to missing or damaged fonts, damaged disks, missing bleeds, improper trim size, and improper color definition. The Contractor is also responsible for creating or altering any necessary trapping, setting proper screen angles and frequency (unless indicated otherwise by the Government), and defining proper file output selection for the imaging device being used. All furnished files must be imaged as necessary to meet the assigned Quality Assurance Through Attributes Program (QATAP) level.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order JCP Code* V10, Light-Brown (Kraft Shade) Envelope, Basis Size 17 X 22" Basis Weight 28-32#
Open Side with regular gummed flap.

COLOR OF INK:

Black

PRINT PAGE: One Side Only

MARGINS: Follow Copy Sample. Adequate Gripper.

PROOFS:

Contractor to submit one "Press Quality" PDF "soft" proof (for content only) using the same Raster Image Processor (RIP) that will be used to produce the final printed product. PDF proof will be evaluated for text flow and image position. Proof will not be used for color match. Proof must indicate margins and flap.

Email proof to lmcnee@blm.gov. Contact Lisa McNee (541)947-6811 to verify receipt of proof.

Proofs will be withheld not more than 2 workdays from receipt by the Government to receipt in contractor's plant. Contractor must not print prior to receipt of an "OK to print".

PACKING:

Use GPO form 905 to mark all shipping containers.

Suitable

DISTRIBUTION:

Lakeview District Office, (541) 947-6811

Bureau of Land Management

1301 South G Street

Lakeview, OR 97630

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Inspection Levels (from ANSI/ASQC Z1.4):

(a) Non-destructive Tests -- General Inspection Level I.

(b) Destructive Tests -- Special Inspection Level S-2.

Specified Standards-- The specified standards for the attributes requiring them shall be:

ATTRIBUTE

SPECIFIED STANDARD

P-7. Type Quality and Uniformity

Approved Proofs

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct an on-site preaward survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

- 1) Most recent profit and loss statement
- 2) Most recent balance sheet
- 3) Statement of cash flows
- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from paper supplier(s)
- 7) Letter of commitment from any subcontractor

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential, and used only for the determination of responsibility by the Government. Failure to provide the requested information in the time specified by the Government may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

Attachment(s): NONE